



Minutes
Glendive Job Service Employers Committee
June 5, 2007
Chamber of Commerce—Koncilya Conference Room

MEMBERS PRESENT	Tim Wall	Community First Bank
	Nick Haag	MDU
	Sandi McGovern	Glendive Medical Center
	Kim Trangmoe	Chamber of Commerce & Ag
	Jim Germann	Glendive Schools
	Cindy Berg	Eastern Montana Industries
	Pat Cunningham	Dawson Community College
	Steve Olson	Job Service
	Lonnie Cross	Job Service

MEMBERS ABSENT	Peg Iba	Horizons/Iba Drilling
	Bill Wade	Mid-Rivers
	Lee Boyles	Glendive Medical Center
	Valerie Limesand	Boys and Girls Club

CALL TO ORDER	12:20	Sandi McGovern, Vice Chair
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MINUTES	WALL/GERMANN Moved to accept as emailed
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TREASURER'S REPORT	May financials were presented by Tim Wall:	
	May Income:	Interest 1.91
		Sidney paid for Beck Seminar
		Payment made to them 80.00
	ENDING BALANCE	\$4,288.93

AUDIT: The question of an audit of our books was raised—does the State organization or anyone beyond our Local Committee require an audit? No. However, tucked in the OFFICERS section of the Glendive JSEC bylaws (Section 3.6) is this statement:

“The treasurer shall present records at year-end for review, to a committee appointed by the Chair.” Pat Cunningham, Kim Trangmoe, Nick Haag, and Steve Olson would be willing to take a look at the books this year.

501(c) 6: Tax exempt status of the local JSECs came up in the JSEC State Business Meeting in May. A few years ago, the Montana State Employer Council (MSEC) established a 501(c)3. The MSEC determined that each Local JSEC could fall under the “umbrella” of the State organization’s tax exempt status, and the MSEC could be used as a “pass through” for funds attained by the locals through grants, etc. It has been determined now that the MSEC should be under a 501(c)6, that it should not be looked to as a pass through by the Locals, and that each local should possibly be looking into establishing a separate 501(c)6. Lonnie will keep members posted on information coming from the MSEC regarding this issue. Sandi McGovern and Pat Cunningham volunteered to be responsible for establishing tax exempt status for the Glendive JSEC **if the need is determined.**

Lonnie found these EXERPTS from two documents to assist in sorting out the difference between the two exemptions:

501(c)3:

The exempt purposes set forth in section 501(c)(3) are charitable, religious, educational, scientific, literary, testing for public safety, fostering national or international amateur sports competition, and the preventing cruelty to children or animals. The term *charitable* is used in its generally accepted legal sense and includes relief of the poor, the distressed, or the underprivileged; advancement of religion; advancement of education or science; erecting or maintaining public buildings, monuments, or works; lessening the burdens of government; lessening neighborhood tensions; eliminating prejudice and discrimination; defending human and civil rights secured by law; and combating community deterioration and juvenile delinquency.

FROM the IRS website—Charities and Non-Profits

501(c)6: To meet the requirements of IRC 501(c)(6) and Reg. 1.501(c)(6)-1, an organization must possess the following characteristics:

1. It must be an association of persons having some common business interest, and its purpose must be to promote this common business interest;
2. It must be a membership organization and have a meaningful extent of membership support;
3. It must not be organized for profit;
4. No part of its net earnings may inure to the benefit of any private shareholder or individual;
5. Its activities must be directed to the improvement of business conditions of one or more lines of business (discussed under “**The ‘Line of Business’ Requirement,**” page 21) as distinguished from the performance of particular services for individual persons;
6. Its primary activity does not consist of performing particular services for individual persons; and
7. Its purpose must not be to engage in a regular business of a kind ordinarily carried on for profit, even if the business is operated on a cooperative basis or produces only sufficient income to be self-sustaining.

From: Exempt Organizations-Technical Instruction Program for FY 2003 conducted by the IRS
Lonnie has both entire documents and websites if anyone is interested in reading further!

CORRESPONDENCE None today.

OLD BUSINESS

BUSINESS MANAGEMENT ADVISORY BUSINESS Pat Cunningham reported that he will have an item for the Advisory Council to look at in the next month or so. MicroSoft Office is coming out with an accounting package that “comes with” the operating system much like Word and Excel are automatically included. Pat is looking at using this accounting package in his classroom rather than teaching QuickBooks and Peachtree. He will be asking for input on this issue during the summer.

SCHOLARSHIP Sandi McGovern and Lonnie Cross drafted proposed changes to the JSEC Scholarship form to make it match better with the Montana State Employer Council’s Fred Unmack

Scholarship. This way, when we submit our winners to compete for the State Award, we will have all the information we need.

The Glendive form was changed to indicate multiple scholarships rather than just one. In the matter of including mention of JMG, the group decided the responsibility should be the Coordinator's to make sure information about the handling of JMG student applications is conveyed to the raters rather than having a separate "category" on the scholarship form for those students. Pat Cunningham was at this meeting and able to give his input as a rater. He requested the need for a student to attend both semesters (Sandi and Lonnie had added this part) **and** attain a minimum GPA to receive the second semester's award be added as number 6 on the list of requirements. *This will require a mechanism on the part of the JSEC to follow up with the student and get a transcript prior to awarding the second \$250. DCC will not be involved in finding out if the student is eligible for the second semester.*

Bill Wade and Lee Boyles, the other two raters this year, will be emailed the revised forms and asked for comment. After receipt of their input, Lonnie will finalize the forms and ready them for next year.

STATE MEETING May 21-24 in Bozeman Pat Cunningham was able to attend two days of the meeting this year. He stated it was well worth his time to be there. There were a number of excellent topics/presenters—Kitch Walker from Ripple Marketing in Bozeman, John G. Miller from Denver on Personal Accountability—the Question Behind the Question (QBQ), an employer panel talking about "How to Grow Your Business," Bill Simmons from Masterlube in Billings on **transitional employment** (the concept of one job being a stepping stone to another—a job as a tool to get where you should be), **and more**. The gathering session/kickoff on Monday night was held at the Museum of the Rockies where treasures from King Tut were on display, and they did a special showing in the planetarium. The awards dinner was at the Broken Hart Ranch--a hog roast with entertainment by the Ringling Five.

The business meeting included a presentation by the Workforce Services Division's Administrator, Ingrid Childress. She talked about the development of 5 Regions statewide in the WSD (Job Service) and the hiring of a Director for each of the Regions. The plan and the need for Workforce Services, Economic Development, and Education to work closely to address the need for skilled workers—development of a "pipeline" of skilled workers—was another topic in her talk.

A JMG student named Finale presented her award winning speech to the MSEC/JSEC. It is always very heart warming and effective for locals to see an actual person they helped grow and blossom through the JMG program, which JSEC statewide supports.

Gary Warren, WSD Bureau Chief, talked about the planning of the 2007 JSEC State Conference, and the close attention paid to making this year's Conference more relevant to our statewide business people (they did an excellent job!). Gary's vision is to make the Annual Conference a premier event that business people would simply not want to miss.

The 501(c)3 status of the MSEC was discussed. Local Committees were able to report best practices.

Officers were elected:	CHAIR	Cal Boyle, Sun Mountain Lumber, Deer Lodge
	VICE CHAIR	Karen Dellwo, 1 st Interstate Bank, Polson
	TREASURER	Sylvia Murray, Bear Paw Development, Havre
	Area 1 Rep	VACANT
	Area 2 Rep	Betty Stone, Glasgow
	Area 3 Rep	VACANT
	Area 4 Rep	Patty Nordlund, Billings (she is Glendive's)

With the change to FIVE REGIONS, there may be changes to our FOUR "areas" as well.

Go to <http://wsd.dli.mt.gov/jsec> for information on JSEC!

JSEC CLASSIC June 19th Tim Wall reported that the project is on track! Norm McDowell will be the caterer for the lunch and the snack. Prizes are coming in. The training that would have required two Job Service Staff to be gone for our tournament has been postponed! Tim would like to have 2 volunteers from the JSEC for registration this year (11:30 or Noon until 1:30) so that he can assist with the team assignments. The money board works best with 2 volunteers. Lonnie brought up the drink ticket—do we need to provide this \$2 ticket to each golfer? It is too late to debate, because it is already on the posters and the ads! Maybe something to consider next year. **JSEC Classic Committee:** Tim Wall, chair, Valerie Limesand, Sandi McGovern, Kim Trangmoe, Cindy Berg, and Lonnie Cross.

CAREER FAIR Tim Wall did have a brief discussion with Steve Linn, Washington Middle School Teacher, and plans to follow up with him. At the July meeting of the JSEC, a committee may be formed to start work on the Career Fair, which is slated for some time this fall.

Pat Cunningham stated that Eastern Montana Tech Prep might not be continued, so possibly Cheryl Kolberg will not be available to assist with this fall's Career Fair?

NEW BUSINESS

SEMINAR Will we have a seminar this fall? Consensus was to wait until winter or spring. Did we get any feedback from the training needs survey we sent in the May newsletter? Only one survey was returned to us. SEMINAR item needs to be back on the agenda for the July meeting.

ANNOUNCEMENTS

♦Steve Olson is the Workforce Services Division's Regional Director for Region 5 covering MACo Districts 1, 2, and 3—16 Eastern Montana Counties!

♠Lonnie Cross has been with the Job Service for 25 years today!

ADJOURN GERMANN/HAAG 1:05 p.m.

NEXT MEETING July 3, 2007 12:00 noon